CCHOA Board Meeting Agenda
25 June 2025, 6:30pm
Circle C Community Center or via zoom

I. Roll Call

II. Acceptance of Agenda

III. Acceptance of May 28, 2025 Board meeting minutes *Joanne Kinzer*

IV. Homeowner Forum *(3 min each)*

(Homeowners may sign up to speak for the Homeowners Forum by calling the HOA manager at 512-288-8663 or sending an email to info@circlecranch.info at least a week before the meeting, in writing. Members will be given 3 minutes to address the board. The Board will send a reply through the HOA Office after the meeting.

a. *Justin Fink*
b. *Charles Shorter*
c. *Chad Woolery*
d. *Megan Escalante - ADD*

V. Management Reports

a. General Report, *Karen Hibpshman*
    1. May YTD Financials
b. Landscape Report, *Karen Hibpshman*
c. Aquatics Report, *Brody McKinley*
d. Maintenance Report, *Robert Bardeleben*

VI. Discussion Items

a. Stratus Project/Stratus Letter of Support
b. 2025 Legislative Updates
c. Electric bikes in the community
d. Billboards

VII. Action Items

a. Financial Office Lease

VIII. Adjourn Public Meeting

IX. Executive Session

a. Cafe

Attachments

1. May 2025 Board Meeting Minutes
2. General Report (including YTD Financials)
3. Landscape Report
4. Aquatics Report
5. Maintenance Report

Circle C Homeowners Association
Board Meeting Minutes
May 28, 2025

1. The CCHOA Board of Directors convened on May 28, 2025, at the Community Center and via video conferencing (Zoom). Joanne Kinzer called the meeting to order at 6:41p.m. In attendance were board members Joanne Kinzer, Dave Duryee, Paul Oveisi and Tom Griebel. John Labarge joined via Zoom. CCHOA Manager Karen Hibpshman (HOA Manager), Robert Bardeleben (Facilities Director), Brody McKinley (Aquatics Director), Clayton Hoover (Landscaping) were present.

2. Joanne presented the May 28, 2025 agenda. Karen asked that we remove the Stratus Presentation from the top of the agenda. Dave motioned to accept the agenda with the change. Paul seconded the motion. All were in favor and the motion passed.

3. Joanne presented the April 30, 2025 Board of Directors Meeting Minutes. Tom motioned accept the minutes as written. Paul seconded the motion. All were in favor and the motion passed.

4. Joanne introduced the Homeowner Forum. We had two homeowners sign up for the Homeowner Forum. Justin Fink was not present. Reid Evans spoke against the proposed Stratus project. Our infrastructure cannot handle a 900-apartments. Reid also talked about the different safety concerns that come with apartments/multi-family.

5. Karen presented the management report and the YTD Financials.

6. Brody presented the aquatics report.

7. Robert presented the maintenance report.

8. Clayton presented the landscaping report.

9. The first discussion item is Stratus Project/Stratus Letter of Support. With several questions still outstanding and the feedback from the residents, this will remain on the agenda as a discussion item.

10. The first action item was the Board Appointment. There were four candidates that submitted their questionnaires. Kimberly De La Garza removed her name from the slate. Those that submitted their questionnaires are Sam Gammage, Chelsea Estes and Phil Gorman. Tom motioned to appoint Phil Gorman to complete John Nabors vacant board position. Dave seconded the motion. All were in favor and the motion passed.

11. Dave motioned to adjourn the Public Meeting at 9:15pm. Paul seconded the motion. All were in favor and the motion passed.

12. The board went into Executive Session at 9:20pm to discuss Stratus and the Café. No decisions or actions were taken. The board adjourned executive session at 9:35pm.

Respectfully Submitted,

By: _____

Title: _Secretary_____

Circle C Homeowners Association
Manager's Report
May 26, 2025 – June 20, 2025

Violation Report
May 26, 2025 – June 20, 2025

	Apri 28 - May 23, 2025	May 26 - June 20, 2025	Percentage of Total Violations	% Change		Apr 24 - May 26, 2024	May 27 - June 21, 2024	Percentage of Total Violations	% Change
Total Violations:	**254**	**282**		**11.02%**		**168**	**357**		**112.50%**
Rubbish/Debris	30	43	15.24%	43.33%		27	58	16.25%	114.81%
Front Yard Maintenance	154	177	62.76%	14.94%		60	221	61.09%	268.33%
Architectural	13	5	1.77%	-61.54%		15	9	2.25%	-40.00%
Vehicle Storage	10	8	2.83%	-20.00%		12	9	2.25%	-25.00%
Repair of Exterior Damages	12	5	1.77%	-58.33%		9	21	5.88%	133.33%
Exterior Lighting	15	15	5.31%	0.00%		8	17	4.76%	112.50%
Driveway	4	6	2.12%	50.00%		0	3	0.84%	0.00%
Fencing	0	0	0.00%	0.00%		3	0	0.00%	-900.00%
Use Limitations	0	0	0.00%	#DIV/0!		1	1	0.28%	0.00%
Recreational Equipment	4	5	1.77%	25.00%		13	7	1.96%	-46.15%
Offensive Activities	4	4	1.41%	0.00%		1	5	1.40%	400.00%
Common Properties	0	0	0.00%	0.00%		1	0	0.00%	0.00%
Maintenance	7	13	4.60%	85.71%		18	3	0.84%	-83.33%
Abutting Landscaping	0	0	0.00%	0.00%		0	0	0.00%	0.00%
Window Covering	1	1	0.35%	0.00%		0	3	0.84%	0.00%
Backwashing of Pool	0	0	0.25%	#DIV/0!					

	254	282				168	357		
Stage 1/Cooperative Letters	196	261	92.55%	33.16%		143	304	16.71%	112.59%
Stage 2 Letters	40	20	7.09%	-50.00%		23	42	11.76%	82.61%
Stage 3 Letters	18	1	0.35%	-94.44%		2	11	3.08%	450.00%
Stage O	0	0	0.00%	0.00%		0	1	0.28%	#DIV/0!

	255	282				168	357		
On Hold	0	2	0.70%	0.00%		0	4	0.00%	#DIV/0!
Closed	128	114	40.42%	-10.94%		54	107	32.14%	49.53%
New	83	134	47.51%	61.45%		97	187	57.73%	92.78%
Escalated	41	18	6.38%	-56.10%		12	51	7.14%	325.00%
Re-Opened	2	14	4.96%	600.00%		5	7	2.97%	40.00%
Attorney	1	0	0.00%	0.00%		0	1	0.00%	0.00%

Administration

19 New Homeowner Packets mailed May 23rd – June 13th.

Financial

AP checks were signed on June 20th with Terri Giles

Upcoming Special Events

July 1st – Second ½ HOA dues Emailed and Mailed
July 4th – 4th of July Parade – Swim Center Plaza
HOA Office Closed/Pools Open Holiday Hours
July 12th – Dive-In Movie – Despicable Me
July 30th – July Board Meeting
Aug 2nd – Dive-In Movie – Big Hero 6

Project/Updates

- Our 2025 dividend check from Texas Mutual was $11,087.27.

- Second ½ HOA dues. We will be sending out the assessment letters to the owner that we have good emails for electronically, those that we don't have an email for will still receive them via the USPS. Messaging has been put on the website and also sent out via email if a resident would like to verify their email or if they only want their bill sent through USPS. This will have significant savings since postage to mail all statements is around $3,900.
- USPS – still working on getting clarification on who is responsible for the repairs on the mailboxes. They are randomly making additional changes (not sure if they are legitimate changes). The issue with us making repairs is that we have to use their approved vendor for repairs.
- Billing sent to Rowell HOA for $69,913.35.
- Payment received from Commercial HOA for $54,500.
- Spectrum is installing their infrastructure in GreyRock. There have been several issues and these have been communicated to the project manager to address.
- TxDOT proposed project on FM1826 from SH45-US290. Per email from TxDOT and Ann Howards office, the project has been paused for 4-years. Attended the CAMPO meeting and requested it to be removed from the constrained list. The next CAMPO meeting is May 12th where they will vote on the 2050 plan.
- The phones at the Swim Center have been changed. The new number is 512-363-5578.
- We continue to use the Circle C Ranch HOA Facebook page along with the website to get information out to the residents.

Capital Projects

2025 Capital Budget Projects include:

Billboard	Will complete Q2 or Q3
GR – Replaster/repair to code	Completed
AV – Funbrella Repair/Replacement	Completed
GR- Funbrella Repair/Replacement	Completed
Maintenance Office HVAC Replacement	Completed
CC Pool Office HVAC Replacement	Completed
GR Pool Office HVAC Replacement	Completed

SC – Pool Covers	Will order end of summer
SC – Lounge Chairs	Completed
CC – Lounge Chairs	Completed
AV – Lounge Chairs	Completed
GR – Lounge Chairs	Completed
CC – Pool Slide Refurbish/Gelcoat	Completed
CC – Splash Pad Bollard Edge Repairs	Completed
CC – Outside Trim	Will complete in Q3 or Q4
CC – Soffit Sand/Stain	Will complete in Q3 or Q4
SC – Parking Lot Repairs/Seal & Stripe	Will complete in Q3
CC – Parking Lot Repairs/Seal & Stripe	Will complete in Q3
CC – Kitchen Countertop Replacement	Completed
CC – Carpet Replacement	Completed
SC – Slide Repair/Removal	Slide is repaired for operations for this year.
GreyRock crushed granite trail	Completed
SC – Landscaping	More information needed
Node Clock Replacement	Started
Rock Work	Started
Irrigation Upgrades	Started

Escarpment Loop Project	Started – Permit issue being resolved
CCN Improvement	Clean-up and additional planting has started
Construction Repairs	Repairs due to construction have been done at Bernia, Trissino, Slaughter, La Crosse, Escarpment and Archeleta

Current or Future Projects

- ❑ Irrigation Infrastructure
- ❑ Signage
- ❑ Monuments
- ❑ Landscape Prep
- ❑ Expansion of CCCC pool/Phase II

2025 CCHOA INCOME BUDGET

Category	Subcategory	2025 Budget	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Totals	%
Homeowner Income	Homeowner Dues	$5,290,000	$48,179.92	$1,341,211.60	$778,950.13	$184,553.63	$280,708.10	$2,352,895.28	44%
Homeowner Income	Resale Certificates	$50,625	$4,050.00	$2,250.00	$4,725.00	$4,725.00	$4,950.00	$15,750.00	31%
Homeowner Income	Transfer Fees I0come	$41,125	$1,400.00	$2,625.00	$3,675.00	$2,625.00	$3,325.00	$10,325.00	25%
Homeowner Income	Late Fees Collected	$35,000	$1,982.88	$1,667.39	$2,059.43	$4,598.38	$9,333.10	$10,308.08	29%
Homeowner Income	Lien Admin Fees Income	$900	$83.00	$69.00	$345.00	$997.00	$714.00	$1,494.00	166%
Homeowner Income	Filing Fee Income	$800	$112.00	$56.00	$280.00	$448.00	$606.00	$896.00	112%
Homeowner Income	NSF Charges	$50	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Homeowner Income	HOA Fine Income	$0	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!
Homeowner Income Total		**$5,418,500**	**$55,807.80**	**$1,347,878.99**	**$790,034.56**	**$197,947.01**	**$299,636.20**	**$2,391,668.36**	44%
Architectural Review Incom	Architectural Review I0come	$10,000	$535.00	$1,100.00	$685.00	$1,160.00	$545.00	$3,480.00	35%
Architectural Review Icome Total		**$10,000**	**$535.00**	**$1,100.00**	**$685.00**	**$1,160.00**	**$545.00**	**$3,480.00**	35%
Rental Income	Office Rent	$10,000	$0.00	$1,834.11	$0.00	$0.00	$1,834.11	$1,834.11	18%
Rental Income	Grill Rent	$6,300	$1,050.60	$0.00	$1,050.60	$0.00	$1,050.60	$2,101.20	33%
Rental Income Total		**$16,300**	**$1,050.60**	**$1,834.11**	**$1,050.60**	**$0.00**	**$2,884.71**	**$3,935.31**	24%
Aquatics Income	Pool Programs	$65,000	$1,572.00	$724.50	$10,127.00	$13,876.00	$14,332.65	$26,299.50	40%
Aquatics Income	Pool Programs - Swim Team	$136,500	$15,400.00	$15,070.00	$15,160.00	$18,075.00	$19,249.00	$63,705.00	47%
Aquatics Income	Facility Income	$41,500	$730.00	$1,930.00	$2,894.00	$10,611.60	$6,268.02	$16,165.60	39%
Aquatics Income Total		**$243,000**	**$17,702.00**	**$17,724.50**	**$28,181.00**	**$42,562.60**	**$39,849.67**	**$106,170.10**	44%
CCCC Income	CCCC Facility Rentals	$70,000	$5,888.75	$6,108.75	$8,512.50	$4,903.50	$12,132.50	$25,413.50	36%
CCCC Income Total		**$70,000**	**$5,888.75**	**$6,108.75**	**$8,512.50**	**$4,903.50**	**$12,132.50**	**$25,413.50**	36%
Landscape Reimbursements	Stratus Reimb	$114,450	$54,500.00	$0.00	$0.00	$0.00	$0.00	$54,500.00	48%
Landscape Reimbursements	COA Reimb	$17,600	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Landscape Reimbursements Total		**$132,050**	**$54,500.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$54,500.00**	41%
Credit Card Rewards		$0	$500.00	$500.00	$0.00	$0.00	$1,500.00	$1,000.00	#DIV/0!
Miscellaneous	Interest Income	$75,000	$4,464.42	$3,657.00	$5,919.18	$5,348.63	$4,789.13	$19,389.23	26%
Miscellaneous	Sales Tax Discount	$0	$1.11	$0.00	$0.00	$0.00	$0.00	$1.11	
Miscellaneous Total		**$75,000**	**$4,965.53**	**$4,157.00**	**$5,919.18**	**$5,348.63**	**$6,289.13**	**$20,390.34**	27%
Cove @ CC Reimbursement	Cove @ Circle C HOA	$22,000	$0.00	$0.00	$0.00	$11,423.75	$0.00	$11,423.75	52%
Rowell Reimbursement	The Rowell HOA	$135,000	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Rimbersement Total		**$157,000**	**$0.00**	**$0.00**	**$0.00**	**$11,423.75**	**$0.00**	**$11,423.75**	7%
Grand Total		**$6,121,850.00**	**$140,449.68**	**$1,378,803.35**	**$834,382.84**	**$263,345.49**	**$361,337.21**	**$2,616,981.36**	43%

2025 CCHOA EXPENSE BUDGET

Category	Subcategory	2025 Budget	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Totals	%
Commons Area Services	Landscape Maint Contract	$1,524,159	$127,213.25	$127,213.25	$127,213.25	$127,213.25	$127,213.25	$508,853.00	33%
Commons Area Services	Contract Landscape SC	$38,607	$3,217.25	$3,217.25	$3,217.25	$3,217.25	$3,217.25	$12,869.00	33%
Commons Area Services	Contract Landscape CCCC	$38,607	$3,217.25	$3,217.25	$3,217.25	$3,217.25	$3,217.25	$12,869.00	33%
Commons Area Services	Contract Landscape AV	$27,377	$2,281.47	$2,281.47	$2,281.47	$2,281.47	$2,281.47	$9,125.88	33%
Common Area Services	Contract Landscape GR	$27,377	$2,281.41	$2,281.41	$2,281.41	$2,281.41	$2,281.41	$9,125.64	33%
Common Area Services	Common Area Holiday Lighti	$53,117	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Commons Area Services	Landscape Repairs	$200,000	$4,445.79	$19,301.61	$28,623.00	$20,825.19	$17,751.26	$73,195.59	37%
Commons Area Services	Landscape Water Utilities	$300,000	$13,789.99	$10,564.86	$9,066.88	$7,747.43	$8,568.19	$41,169.16	14%
Commons Area Services	COA Water Utility Complianc	$12,000	$3,200.00	$2,225.00	$3,900.00	$0.00	$0.00	$9,325.00	78%
Common Area Services	Landscape Electric Utilities	$36,000	$3,264.62	$2,988.09	$3,205.42	$3,154.42	$3,307.70	$12,612.55	35%
Common Area Services	Tree Care	$100,000	$0.00	$0.00	$42,891.62	$27,280.00	$47,072.25	$70,171.62	70%
Common Area Services	Plant Replacement	$75,000	$0.00	$0.00	$25,000.00	$0.00	$15,000.00	$25,000.00	33%
Commons Area Services	Fence Repairs & Maint	$8,000	$0.00	$0.00	$0.00	$0.00	$1,200.00	$2,679.00	33%
Commons Area Services	Electrical Repairs & Maint	$12,000	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%

Common Area Services	Neighborhood Maint & Repa	$27,000	$1,671.76	$3,242.23	$2,679.00	$7,789.50	$5,578.04	$4,913.99	18%
Common Area Services	Non Contract Landscape - S	$30,000	$458.69	$0.00	$0.00	$0.00	$18,000.00	$458.69	2%
Common Area Services	Permits	$10,000	$3,748.00	$575.00	$1,066.26	$1,903.64	$1,940.47	$7,292.90	73%
Commons Area Services Total		**$2,519,244**	**$168,789.48**	**$177,107.42**	**$254,642.81**	**$206,910.81**	**$256,628.54**	**$807,450.52**	32%
Aquatics Facilities	Administrative	$75,500	$4,108.34	$2,429.22	$3,518.14	$2,972.55	$10,293.94	$13,028.25	17%
Aquatics Facilities	Supplies - Pool	$28,000	$654.00	$2,280.72	$3,043.71	$5,320.87	$641.65	$11,299.30	40%
Aquatics Facilities	Supplies - Chemicals	$93,000	$3,842.35	$4,019.34	$6,652.54	$7,201.45	$10,474.28	$21,715.68	23%
Aquatics Facilities	Supplies & Fees - Swim Tea	$19,000	$1,891.17	$616.30	$1,218.19	$2,342.78	$2,069.11	$6,068.44	32%
Aquatics Facilities	Maintenance - Pool	$136,200	$2,227.26	$7,463.15	$18,257.50	$13,580.52	$13,519.74	$41,528.43	30%
Aquatics Facilities	Maintenance - Building	$92,000	$3,431.66	$4,595.63	$12,851.63	$10,245.65	$5,167.20	$31,124.57	34%
Aquatics Facilities	Payroll - Staff	$1,230,000	$54,262.73	$42,448.37	$62,586.40	$69,041.81	$89,635.41	$228,339.31	19%
Aquatics Facilities	Payroll - Programming Staff	$55,500	$113.82	$75.60	$1,197.85	$2,181.57	$3,822.13	$3,568.84	6%
Aquatics Facilities	Payroll - Swim Team	$155,000	$16,996.77	$11,248.47	$11,187.12	$11,731.59	$12,282.64	$51,163.95	33%
Aquatics Facilities	SC-Utilities - Water	$33,000	$2,268.12	$2,039.60	$2,415.80	$2,648.23	$2,456.13	$9,371.75	28%
Aquatics Facilities	Avana _Utilities-Water	$9,000	$287.36	$716.25	$679.89	$979.86	$503.65	$2,663.36	30%
Aquatics Facilities	GR- Utilities - Water	$4,500	$220.79	$404.97	$271.54	$193.62	$1,511.24	$1,090.92	24%
Aquatics Facilities	SC-Utilities - Electric	$30,000	$2,171.80	$2,619.76	$2,329.87	$2,538.31	$2,346.06	$9,659.74	32%
Aquatics Facilities	Avana - Utilities- Electric	$12,000	$955.56	$727.63	$253.01	$704.54	$815.44	$2,640.74	22%
Aquatics Facilities	GR -Utilities-Electric	$7,000	$438.83	$484.14	$523.59	$362.17	$116.11	$1,808.73	26%
Aquatics Facilities	Utilities - Natural Gas	$45,000	$3,231.49	$4,866.75	$3,554.87	$2,733.38	$1,537.72	$14,386.49	32%
Aquatics Facilities	SC-Utilities - Telephone/Inte	$15,000	$582.15	$582.15	$592.20	$592.26	$592.26	$2,348.76	16%
Aquatics Facilities	Avana - Telephone/Internet	$5,000	$210.85	$235.28	$128.32	$235.33	$342.45	$809.78	16%
Aquatics Facilities	GR- Telephone/Internet	$6,000	$234.00	$258.44	$151.48	$258.49	$365.60	$902.41	15%
Aquatic Facilities Total		**$2,050,700**	**$98,129.05**	**$88,111.77**	**$131,413.65**	**$135,864.98**	**$158,492.76**	**$453,519.45**	22%
Circle C Community Center	Utilities - Water	$22,000	$520.57	$426.69	$431.43	$718.33	$1,265.59	$520.57	2%
Circle C Community Center	Utilities - Electric	$26,000	$1,649.89	$1,029.99	$2,219.97	$1,673.70	$1,905.20	$6,573.55	25%
Circle C Community Center	Utilities - Telephone/Interne	$12,000	$702.57	$702.48	$706.93	$706.93	$706.93	$2,818.91	23%
Circle C Community Ctr	Events Payroll	$10,000	$670.07	$545.07	$813.52	$469.96	$712.96	$2,498.62	25%
Circle C Community Center	Maintenance - Building	$60,000	$4,141.95	$3,685.79	$3,386.49	$2,701.16	$3,224.39	$13,915.39	23%
Circle C Community Ctr Total		**$130,000**	**$7,685.05**	**$6,390.02**	**$7,558.34**	**$6,270.08**	**$7,815.07**	**$27,903.49**	21%
Maintenance Operations	Office Supplies	$800	$0.00	$0.00	$392.58	$92.93	$0.00	$485.51	61%
Maintenance Operations	Employee Education	$1,800	$0.00	$0.00	$0.00	$0.00	$98.11	$0.00	0%
Maintenance Operations	Uniforms	$1,200	$0.00	$0.00	$0.00	$0.00	$91.97	$0.00	0%
Maintenance Operations	Staff Recruitment	$300	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Maintenance Operations	Safety Equip/Supplies	$1,200	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Maintenance Operations	Maintenance Payroll	$235,000	$25,011.85	$16,826.96	$16,826.96	$16,826.96	$16,826.96	$75,492.73	32%
Maintenance Operations	Pool Tech	$76,000	$6,576.93	$4,423.08	$4,666.08	$5,506.83	$5,819.83	$21,172.92	28%
Maintenance Operations	Payroll Taxes	$32,000	$2,101.92	$1,345.38	$1,346.54	$1,348.46	$1,358.23	$6,142.30	19%
Maintenance Operations	Computer/Software	$1,400	$150.47	$0.00	$0.00	$0.00	$0.00	$150.47	11%
Maintenance Operations	Tools/Supplies	$6,000	$0.00	$0.00	$3,422.21	$44.34	$0.00	$3,466.55	58%
Maintenance Operations	Office Furniture	$600	$0.00	$0.00	$411.52	$0.00	$0.00	$411.52	69%
Maintenance Operations Total		**$356,300**	**$33,841.17**	**$22,595.42**	**$27,065.89**	**$23,819.52**	**$24,195.10**	**$107,322.00**	30%
HOA Operations	Office Supplies	$11,000	$599.69	$157.39	$594.05	$879.02	$368.26	$1,443.28	13%
HOA Operations	Equip & Maintenance	$21,000	$208.03	$151.09	$771.76	$4,879.43	$1,019.31	$6,010.31	29%
HOA Operations	HOA Owned Vehicle Expens	$8,000	$2,748.13	$29.00	$140.34	$255.69	$100.31	$3,173.16	40%
HOA Operations	Postage	$28,000	$193.96	$2,742.55	$866.67	$1,414.30	$96.80	$5,217.48	19%
HOA Operations	Web Operations	$5,000	$38.40	$937.31	$38.40	$38.40	$1,846.95	$1,052.51	21%
HOA Operations	Printing	$7,000	$4.00	$2,609.53	$0.00	$0.00	$0.00	$2,613.53	37%
HOA Operations	HOA Meetings	$7,000	$3,088.03	$449.25	$314.64	$145.64	$0.00	$3,997.56	57%
HOA Operations	Deed Restrictions	$20,000	$1,527.54	$1,528.08	$0.00	$1,528.08	$3,727.80	$4,583.70	23%
HOA Operations	HOA Special Events	$45,000	$3,990.00	$2,930.00	$581.73	$4,009.46	$0.00	$11,511.19	26%
HOA Operations	Professional Fees	$2,000	$0.00	$0.00	$0.00	$0.00	$4,360.00	$0.00	0%
HOA Operations Total		**$154,000**	**$12,397.78**	**$11,534.20**	**$3,307.59**	**$13,150.02**	**$11,519.43**	**$40,389.59**	26%
Financial Management	Management Services	$115,850	$9,276.30	$9,276.30	$9,276.30	$9,838.50	$9,838.50	$37,667.40	33%
Financial Management	Resale Certificate	$11,250	$250.00	$750.00	$650.00	$1,100.00	$1,150.00	$2,750.00	24%
Financial Management	Lien Filing Administrative Fe	$3,000	$4,919.00	$0.00	$0.00	$376.00	$225.00	$5,295.00	177%
Financial Management	Bank Fees	$70,000	$3,536.53	-$4,143.91	$14,777.79	$9,520.67	$5,435.85	$23,691.08	34%
Financial Management	CPA/Audit	$10,000	$0.00	$60.50	$0.00	$213.38	$0.00	$273.88	3%

Financial Management Total		**$210,100**	**$17,981.83**	**$5,942.89**	**$24,704.09**	**$21,048.55**	**$16,649.35**	**$69,677.36**	33%
HOA Management	Management Payroll	$235,000	$24,597.91	$16,638.64	$16,638.64	$16,638.64	$16,638.64	$74,513.83	32%
HOA Management	Management Payroll Taxes	$25,000	$2,123.44	$1,373.91	$1,396.57	$1,371.03	$1,400.58	$6,264.95	25%
HOA Management	Mileage Reimbursement	$6,000	$191.80	$730.10	$448.00	$567.00	$517.30	$1,936.90	32%
HOA Management	Insurance Stipend	$60,000	$4,527.46	$5,239.99	$5,239.99	$4,802.28	$3,928.04	$19,809.72	33%
HOA Management	Cont Ed & Skills Enhancemer	$2,000	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
HOA Management Total		**$328,000**	**$31,440.61**	**$23,982.64**	**$23,723.20**	**$23,378.95**	**$22,484.56**	**$102,525.40**	31%
Architectural Review Expen	Architectural Review Expens	$8,000	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Architectural Review Expenses Total		**$8,000**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	0%
Legal Services	Legal Services	$20,000	$0.00	$495.00	$3,226.86	$105.00	$1,142.50	$3,826.86	19%
Legal Services Total		**$20,000**	**$0.00**	**$495.00**	**$3,226.86**	**$105.00**	**$1,142.50**	**$3,826.86**	19%
Taxes	Property	$18,000	$248.74	$0.00	$0.00	$0.00	$0.00	$248.74	1%
Taxes	Income/Franchise Taxes	$0	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!
Taxes Total		**$18,000**	**$248.74**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$248.74**	1%
Insurance	General, Property, Boiler & A	$105,000	$9,212.63	$9,212.63	$9,212.63	$9,212.63	$9,212.64	$36,850.52	35%
Insurance	Auto	$6,000	$531.09	$531.09	$531.09	$531.09	$531.09	$2,124.36	35%
Insurance	D & O Insurance	$14,000	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Insurance	Worker's Comp	$16,000	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Insurance Total		**$141,000**	**$9,743.72**	**$9,743.72**	**$9,743.72**	**$9,743.72**	**$9,743.73**	**$38,974.88**	28%
Community Enhancement	Donations	$1,000	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Community Enhancement	Association Memberships	$2,000	$75.00	$70.00	$195.00	$0.00	$0.00	$340.00	17%
Community Enhancement Total		**$3,000**	**$75.00**	**$70.00**	**$195.00**	**$0.00**	**$0.00**	**$340.00**	11%
Reserve Transfer		**$183,506**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	
Grand Total		**$6,121,850**	**$380,332**	**$345,973**	**$485,581**	**$440,292**	**$508,671**	**$1,652,178**	**27%**

Expected Reserve Expenditures and Capital Improvement for 2025		**YTD**
Billboard	$5,000	0
GR-Replaster to Code	$100,000	76835
AC-Funbrella Fabric Replacement	$6,000	4546.5
GR-Funbrella Fabric Replacement	$6,000	1867.31
Maintenance Office HVAC Replacement	$12,000	10651.8
CC Pool Office HVAC Replacement	$5,200	4790.06
GR Pool Office HVAC Replacement	$5,800	4851.46
SC - Pool Covers	$9,000	0
SC - Lounge Chairs	$8,000	7437.81
CC-Lounge Chairs	$4,000	4000
AV Lounge Chairs	$4,000	4000
GR Lounge Chairs	$3,000	3000
CC-Pool Slide Refurbish/Gelcoat	$30,000	30513.19
CC-Splash Pad Bollard Edge Repairs	$30,000	18395.93
CC-Outside Trim	$47,000	0
CC_Soffit Sand/Stain	$35,000	0

SC-Parking Lot Repairs/Seal & Stripe	$15,000	0
CC-Parking Lot Repairs/Seal & Stripe	$14,500	0
CC-Kitchen Countertop Replacement	$12,000	10922.01
CC-Carpet Replacement	$40,000	14709.56
SC - Slide Removal	$30,000	0
GR - Crushed Granite Trail	$35,000	37887.5
Swim Center Landscaping	$275,000	0
Node Clock Replacement	$90,000	60000
Rock Work	$25,000	22000
Irrigation Upgrades	$35,000	35000
Bed Upgrades	$35,000	20000
Escarpment Project	$200,000	$193,325.00
CCN Improvement	$200,000	$45,000.00
Construction Repairs	$50,000	$4,263.55
Total	**$1,366,500**	**$613,996.68**
Total Capital Budget Projects	**$1,366,500.00**	**$613,996.68**
Grand Total Expenses	**$7,488,350.00**	

Circle C Aquatics **May-25** **Spring Operations**

Facility Usage	*Swim Center*		*Community Center*		*Avaña*		*Greyrock*		***Total***	
	May-25	YTD	May-25	YTD	May-25	YTD	May-25	YTD	**May-25**	**YTD**
Resident Entries	8,444	19,022	1,863	1,863	1,287	1,287	462	462	**12,056**	**22,634**
Unique Residents	2,104	2,879	1,313	1,313	880	880	264	264	**3,750**	**4,252**
Unique Households	862	1,133	435	435	294	294	88	88	**1,359**	**1,540**
Guest Entries	533	1,474	226	226	88	88	35	35	**882**	**1,823**
Other Entries	3,072	6,873	0	0	0	0	0	0	**3,072**	**6,873**
Average Hourly Count	291		182		112		39			
Average % of Capacity	18%		47%		22%		9%			
Max Hourly Count	44		85		33		14			
Total Entries	**12,049**	**27,369**	**2,089**	**2,089**	**1,375**	**1,375**	**497**	**497**	**16,010**	**31,330**

Incidents	*Swim Center*		*Community Center*		*Avaña*		*Greyrock*		***Total***	
	May-25	YTD	May-25	YTD	May-25	YTD	May-25	YTD	**May-25**	**YTD**
Water Rescues	1	3	0	0	0	0	0	0	**1**	**3**
First Aid Responses	7	20	2	2	0	0	0	0	**9**	**22**
Sudden Illness Treatments	0	4	0	0	0	0	0	0	**0**	**4**
Patron/Facility Incidents	4	23	1	1	2	2	0	0	**7**	**26**
Biohazard Cleanups	0	14	2	2	0	0	0	0	**2**	**16**
Suspensions/Expulsions	1	6	0	0	1	1	0	0	**2**	**7**
EMS/911 Callouts	0	0	0	0	0	0	0	0	**0**	**0**
Total Incidents	**12**	**49**	**3**	**3**	**2**	**2**	**0**	**0**	**17**	**54**
Incident per Entry Ratio	**0.10%**	**0.18%**	**0.14%**	**0.14%**	**0.15%**	**0.15%**	**0.00%**	**0.00%**	**0.11%**	**0.17%**

Revenue	May-25	*YTD*
Aquatics Programs	$ 14,332.65	$ 40,632.15
Swim Team	$ 19,249.00	$ 82,954.00
Guest Fees	$ 1,439.00	$ 2,022.00
Area Reservations	$ 700.00	$ 700.00
Facility Rentals	$ 2,850.00	$ 3,575.00
Lane Rentals	$ 225.00	$ 12,381.60
Other Facility Income	$ 1,054.02	$ 3,755.02
Total Aquatics Revenue	$ 39,849.67	$ 146,019.77

Programs	May-25
Select Swim Team	75
Masters Swimming	23
Group Swim Lessons	24
Private Swim Lessons	168
Water Aerobics	28
Certification Courses	8
WSI Course	0
Total Participants	**326**

Reservations & Rentals	May-25	YTD
Area Reservations	0	0
Facility Rentals	4	4
Lap Lane Reservations	891	1189
Total Reservations	**895**	**1193**

Aquatics Staffing	May-25
Lifeguards/Head Guards	101
Front Desk Staff	18
Instructors/Coaches	17
Total Staff	**136**

Resident Stats	Individuals	Households	Members / Household
Homeowners	13,199	4,491	2.94
Renters	776	214	3.63
New Memberships	298	112	
Totals	**13,975**	**4,705**	**2.97**

Circle C HOA
Maintenance Report for Board June 2025
Prepared by Robert Bardeleben -Facilities Director

SWIM CENTER COMPOUND/Maintenance Offices

- Routine Cleaning and Maintenance has been completed
- Minor Equipment and Facility Repairs Made
- Working on acquiring information and bids on added splash feature for wade pool

COMMUNITY CENTER

- Routine inspections and maintenance have been completed
- Minor Repairs Completed

COMMUNITY CENTER POOL

- Routine cleaning and maintenance have been performed.
- Minor Repairs have been completed on equipment and facility.
- We are having more issues with plaster popping off across the pool

NEIGHBORHOOD

- Minor repairs have been completed as needed
- Minor Graffiti Removal

AVANA AMENITIES CENTER

- Routine Cleaning and Maintenance have been completed
- Minor repairs have been made

GREY ROCK AMENITIES CENTER

- Routine Cleaning and Maintenance have been completed
- Minor repairs have been made

Circle C Community Center(7817 LaCrosse Ave) Plaster Issues

R

Robert Bardeleben <facilities@ccswim.net> 2:05 PM (29 minutes ago)

to Sage, Dennis, amanda, Karen, Brody

Sage and Dennis,

I am sending this email to make sure we are all in the loop on the plaster issues we are having at the Circle C Community Center Pool at 7817 LaCrosse Ave.

Atlantis built this pool in 2012 and this pool has been a great amenity over the last 13 years for our community. The pool went through normal wear and tear and repairs over the first ten years and it was time to replaster in 2022. Atlantis won the bid for replaster and in Feb/Mar of 2022 replastered the pool.

In the Summer of 2023 we started to have some problems with delamination and pop-ups of plaster. Atlantis came out and had a diver check it out and did some temporary work to get us through the summer. At the approval of Atlantis, The Circle C Maintenance department assisted with these temporary fixes when something immediate needed to be done to make the pool usable. We drained the pool at the beginning of off-season so that Atlantis could repair the plaster. Atlantis began to prepare the plaster for repairs but determined that the issues were much more widespread than originally thought. Atlantis decided to remove all hollowed areas, water blast, bond coat, and replaster the pool again in November of 2023. In June of 2024 we noticed some spalling and small plaster chunks coming up in an area of the pool. Atlantis had their diver come out and put pool putty epoxy on those areas. This appeared to work but on October 8, 2024 we noticed a couple more spots that were bigger than the spots noticed in June of 2024 appear. One spot showed some separation. Atlantis's diver came out and did an underwater repair on those spots with pool putty epoxy. All was good until May 27, 2025 when we noticed a spot in the slide catch pool area that popped off. I let Atlantis know and our maintenance crew removed the loose plaster and put putty around the edges. On June 6, 2025 a guard notified me to let me know that a section of plaster at the beach entry popped off. On Tuesday June 10 our maintenance crew removed the loose plaster and put pool putty on the edges. That afternoon while our pool technician was cleaning the pool he noticed another spot that

was popping off on the other end of the pool near the handicap lift. We removed some of the loose debris knowing that Atlantis would be out on June 17. On June 16 I noticed a couple of other spots near the beach entry that were beginning to pop off. While Atlantis was here doing temporary repairs on June 17, I noticed a couple of spots on the wall of the slide catch pool that were lifting and beginning to pop off and I let Atlantis know while they were diving so they could address those. Atlantis completed the temporary fixes on Tuesday, June 17 to make the pool as safe as possible.

So that is the history to bring us to where we are today.

The pool is open today and we are continuing to monitor for other spots that might pop up.

Atlantis has mentioned that at the end of season we can drain the pool and they can assess this situation to see what needs to be done to fix the plaster problems. We feel like we are right back where we were two years ago after the 1st replaster.

We are asking that Atlantis look into why this plaster pop off failure is happening on this pool and to come up with a permanent solution to keep it from happening again.

Does all of the old plaster need to be completely chipped out to get down to the original concrete shell? Does the concrete shell need to be sandblasted to get a fresh start for proper bonding of the plaster? I don't know but we do trust that Atlantis will find a solution. We also trust that this solution will be covered under warranty.

Please let us know your thoughts on this process.

Thank you,

Robert Bardeleben

Circle C Homeowner's Association

Facilities Director

7817 LaCrosse Ave

Austin, TX 78739

Phone: 512-796-9584

Circle C HOA

2025 Billboard Renovation

Circle C HOA owns two billboards that were installed by the original developer of Circle C. The first billboard is located on the Northwest side of the intersection of Mopac and Slaughter and is visible as you travel towards Slaughter after exiting Mopac. The second billboard is located on the Southeast side of the intersection of Slaughter and 1826. It was built to be visible as you travel south on 1826. It is pretty much blocked out by trees at the intersection but is visible if you continue south on 1826 just past Slaughter.

The board approved $5000 in this years budget to reface the billboard at Mopac and Slaughter. This would be a wrap just like what was done in 2017/8. I believe we had a contest amongst the residents for the design. Do we want to do this again or keep the same design? The reason for replacing it is that is has faded over time.

The sign at 1826 and Slaughter is the original sign made out of plywood. The whole structure is pretty rusty and would need paint. The sign face can be painted or wrapped. There are a lot of different options on what to do with this billboard. One factor is that billboard is not really visible due to tree growth and I do not believe that it is on our property. I believe it is best to discuss what we would like to do with this.

Google Maps Austin, Texas

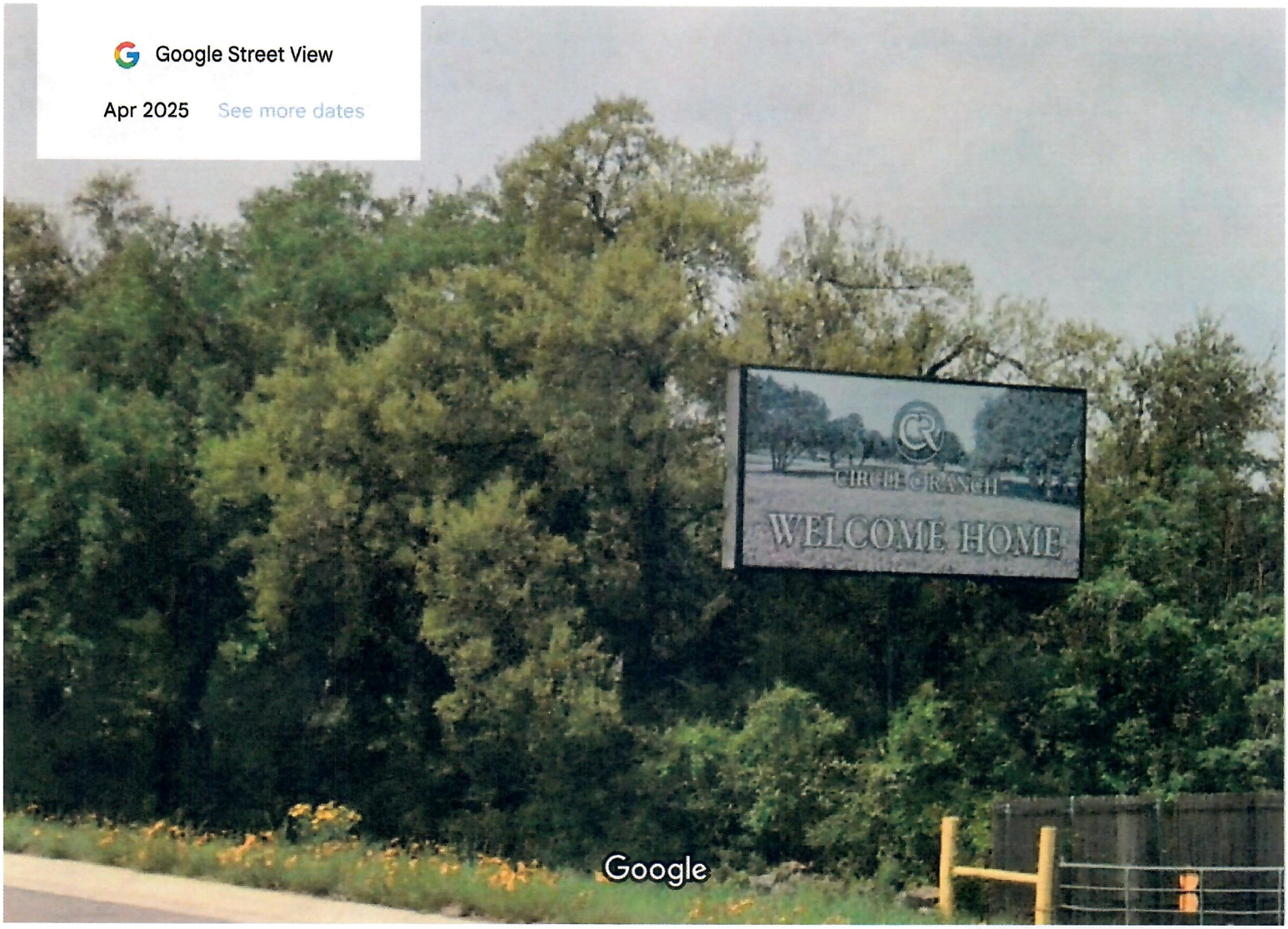
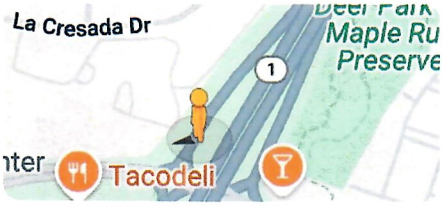


Image capture: Apr 2025 © 2025 Google



Mopac + Slaughter

Google Maps

9054 Ranch to Market Rd 1826

Austin, Texas

Google Street View

Feb 2025 See more dates

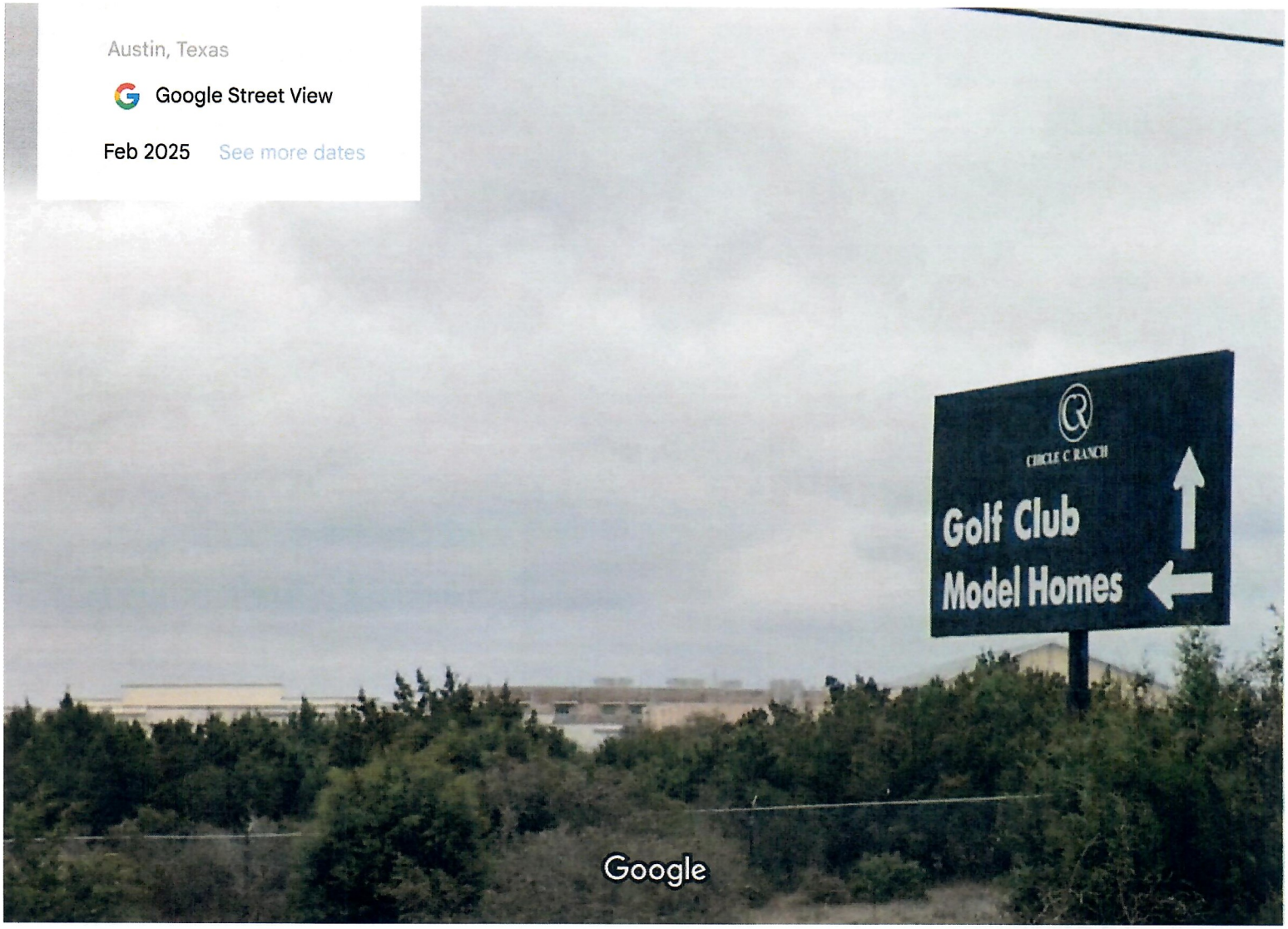


Image capture: Feb 2025 © 2025 Google

Slaughter + 1826

LEASE AMENDMENT

Basic Terms

Date:	June 25, 2025
Landlord:	Circle C Homeowners Association, Inc.
Landlord's Address:	7817 La Crosse Ave Austin, Texas 78739
Tenant:	Giles & Shea, Inc
Tenant's Address:	7817 La Crosse Avenue Austin, Texas 78739
Premises:	CCHOA Community Center Building, 7817 La Crosse, Avenue; approximately 219 square feet
Term (months):	12 months
Commencement Date:	August 1, 2025
Termination Date:	July 31, 2026
Base Rent (quarterly):	$33.50 per square foot for the interior space of 219 square feet totaling $1,834.11 quarter.
Permitted Use:	Financial Office
Tenant's Insurance:	Commercial General Liability of $1,000,000 per occurrence, $1,000,000 aggregate, $500,000 property damage, and property/casualty coverage insurance on Tenant's equipment on or in the Premises at replacement cost.

Definitions

"Essential Services" means natural gas, potable water, electricity, residential type trash, and sewage utility services reasonably necessary for occupancy of the Premises for the Permitted Use. "Essential Services" does not include telephone service or disposal of grease or other waste peculiar to a restaurant facility.

"Injury" means (a) harm to or impairment or loss of property or its use, (b) harm to or death of a person, or (c) "personal and advertising injury" as defined in the form of liability insurance Tenant is required to maintain.

"Landlord" means Landlord and its agents, employees, invitees, licensees, or visitors.

"Rent" means Base Rent plus any other amounts of money payable by Tenant to Landlord.

"Tenant" means Tenant and its agents, contractors, employees, invitees, licensees, or visitors.

Clauses and Covenants

A. Tenant agrees to—

1. Lease the Premises for the entire Term beginning on the Commencement Date and ending on the Termination Date.

2. Accept the Premises in their present condition "AS IS," the Premises being currently suitable for the Permitted Use.

3. Obey (a) all applicable laws relating to the use, condition, and occupancy of the Premises and Building and (b) any requirements imposed by utility companies serving or insurance companies covering the Premises.

4. Pay quarterly, Aug 15, Nov 15, Feb 15 and May 15 the Base Rent to Landlord at Landlord's Address.

5. Pay a late charge of 5 percent of any Rent not received by Landlord by the tenth day after it is due.

6. Allow Landlord to enter the Premises to perform Landlord's obligations, inspect the Premises, and show the Premises to prospective tenants.

7. Repair, replace, and maintain any part of the Premises that Landlord is not obligated to repair, replace, or maintain, normal wear excepted, such Tenant maintenance to include interior cleaning, pest control, and air-conditioning filter and light bulb replacement.

8. Report to Landlord within 24 hours all major repair/maintenance problems, and

submit in writing to Landlord any request for repairs, replacement, and maintenance that are the obligations of Landlord.

9. Keep the area around the Premises and the Storage Space free of trash and debris at all times.

10. No storage of flammable or hazardous materials will be allowed in the Office Space. Cylinders of non-hazardous gases must be secured to prevent accidental rupture.

11. Vacate the Premises on the last day of the Term.

12. INDEMNIFY, DEFEND, AND HOLD LANDLORD AND LIENHOLDER HARMLESS FROM ANY INJURY (AND ANY RESULTING OR RELATED CLAIM, ACTION, LOSS, LIABILITY, OR REASONABLE EXPENSE, INCLUDING ATTORNEY'S FEES AND OTHER FEES AND COURT AND OTHER COSTS) OCCURRING IN ANY PORTION OF THE PREMISES. **THE INDEMNITY CONTAINED IN THIS PARAGRAPH (a) IS INDEPENDENT OF TENANT'S INSURANCE, (b) WILL NOT BE LIMITED BY COMPARATIVE NEGLIGENCE STATUTES OR DAMAGES PAID UNDER THE WORKERS' COMPENSATION ACT OR SIMILAR EMPLOYEE BENEFIT ACTS, (c) WILL SURVIVE THE END OF THE TERM, AND (d) WILL APPLY EVEN IF AN INJURY IS CAUSED IN WHOLE OR IN PART BY THE ORDINARY NEGLIGENCE OR STRICT LIABILITY OF LANDLORD BUT WILL NOT APPLY TO THE EXTENT AN INJURY IS CAUSED BY THE GROSS NEGLIGENCE OR WILLFUL MISCONDUCT OF LANDLORD.**

B. Tenant agrees not to—

1. Use the Premises for any purpose other than the Permitted Use.

2. Create a nuisance.

3. Permit any waste.

4. Use the Premises in any way that would increase insurance premiums or void insurance on the Premises.

5. Change Landlord's lock system.

6. Alter the Premises without Landlord's written permission.

7. Allow a lien to be placed on the Premises.

8. Assign this lease or sublease any portion of the Premises without Landlord's written consent.

C. Landlord agrees to—

1. Lease to Tenant the Premises for the entire Term beginning on the Commencement Date and ending on the Termination Date.

2. Provide the Essential Services.

3. Repair, replace, and maintain the (a) roof, (b) foundation, (c) structural soundness of the exterior walls, excluding windows and doors, and (d) replace the air-conditioning/heating system when needed.

D. Landlord agrees not to—

1. Interfere with Tenant's possession of the Premises as long as Tenant is not in default.

2. Unreasonably withhold consent to a proposed assignment or sublease.

E. Landlord and Tenant agree to the following:

1. *Alterations.* Any physical additions or improvements to the Premises made by Tenant will become the property of Landlord. Landlord may require that Tenant, at the end of the Term and at Tenant's expense, remove any physical additions and improvements, repair any alterations, and restore the Premises to the condition existing at the Commencement Date, normal wear excepted.

2. *Abatement.* Tenant's covenant to pay Rent and Landlord's covenants are independent. Except as otherwise provided, Tenant will not be entitled to abate Rent for any reason.

3. *Default by Landlord/Events.* Defaults by Landlord are failing to comply with any provision of this lease within thirty days after written notice and failing to provide Essential Services to Tenant within ten days after written notice.

4. *Default by Landlord/Tenant's Remedies.* Tenant's remedies for Landlord's default are to sue for damages and, if Landlord does not provide an Essential Service for thirty days after default, terminate this lease.

5. *Default by Tenant/Events.* Defaults by Tenant are (a) failing to pay timely Rent, (b) abandoning or vacating a substantial portion of the Premises, and (c) failing to comply within ten days after written notice with any provision of this lease other than the defaults set forth in (a) and (b) above.

6. *Default by Tenant/Landlord's Remedies.* Landlord's remedies for Tenant's default are to (a) enter and take possession of the Premises, after which Landlord may relet the Premises on behalf of Tenant and receive the rent directly by reason of the reletting, and Tenant agrees to reimburse Landlord for any expenditures made in order to relet; (b) enter the Premises and perform Tenant's obligations; and (c) terminate this lease by written notice and sue for damages. Landlord may enter and take possession of the Premises by self-help, by picking or changing locks if necessary, and may lock out Tenant or any other person who may be occupying the

Premises, until the default is cured, without being liable for damages.

7. *Default/Waiver/Mitigation.* It is not a waiver of default if the nondefaulting party fails to declare immediately a default or delays in taking any action. Pursuit of any remedies set forth in this lease does not preclude pursuit of other remedies in this lease or provided by applicable law. Landlord and Tenant have a duty to mitigate damages.

8. *Alternative Dispute Resolution.* Landlord and Tenant agree to mediate in good faith before filing a suit for damages.

9. *Attorney's Fees.* If either party retains an attorney to enforce this lease, the party prevailing in litigation is entitled to recover reasonable attorney's fees and court costs.

10. *Entire Agreement.* This lease is the entire agreement of the parties, and there are no oral representations, warranties, agreements, or promises pertaining to this lease or to any expressly mentioned exhibits and riders not incorporated in writing in this lease.

11. *Amendment of Lease.* This lease may be amended only by an instrument in writing signed by Landlord and Tenant.

12. *Limitation of Warranties.* THERE ARE NO IMPLIED WARRANTIES OF MERCHANTABILITY, OF FITNESS FOR A PARTICULAR PURPOSE, OR OF ANY OTHER KIND ARISING OUT OF THIS LEASE, AND THERE ARE NO WARRANTIES THAT EXTEND BEYOND THOSE EXPRESSLY STATED IN THIS LEASE.

13. *Notices.* Any notice required or permitted under this lease must be in writing. Any notice required by this lease will be deemed to be delivered (whether actually received or not) when deposited with the United States Postal Service, postage prepaid, certified mail, return receipt requested, and addressed to the intended recipient at the address shown in this lease. Notice may also be given by regular mail, personal delivery, courier delivery, facsimile transmission, or other commercially reasonable means and will be effective when actually received. Any address for notice may be changed by written notice delivered as provided herein.

14. *Abandoned Property.* Landlord may retain, destroy, or dispose of any property left on the Premises at the end of the Term.

CIRCLE C HOMEOWNERS ASSOCIATION, INC.

By: _____

Printed name: Joanne Kinzer

Title: CCHOA President

Date: June 25, 2025

Giles & Shea, Inc.

By: _____

Printed Name: Terri Giles

Title: Giles & Shea, Inc. Owner

Date: June 26, 2025